

Application Procedure, Receipt Dates, Review

Procedures for application, dates for receipt of applications and reviews.

Investigators who are not already funded by the EDRN, and who propose collaborative studies or affiliations within the scope and objectives of the EDRN are eligible to apply as follows:

- Contact an EDRN Principal Investigator directly, or one of the Chairs of the Collaborative Groups to sponsor the membership application.
- Develop a plan for collaboration with an EDRN Sponsor (Principal Investigator or Collaborative Group Chair), including funding options. The application for Associate Membership (based on PHS Form 398) is available for download in two parts: Part I, and Part II.
- Submit a collaborative proposal through EDRN Sponsor to the NCI EDRN Program Office. Ten paper copies and one electronic copy of the proposal must be submitted. The following NIH format and organization should be used:
 - Single spaced, based on PHS Form 398
 - Title Page – page 1 of the PHS Form 398, preferably use 12 pt. or 11 pt., but no smaller than 10 pt. font
 - Description (Abstract), Performance Sites, Key Personnel – use page 2 of PHS Form 398
 - Bibliography of key researchers – use page 6 of PHS Form 398
 - Scientific Proposal and References – (up to 5 pages) Organized into Rationale, Goals, Sample Size, Preliminary Data (optional), Technologic Design and Approaches, and Contribution to Translational Research and EDRN Specific Aims/Deliverables. Address review criteria as established by the EDRN Steering Committee.
 - Budget Page – (final page unless an Appendix section is included) use page 4 of PHS Form 398. Adequate budget justification for direct costs is required. Note: Only direct cost is permissible under the Associate Membership program.
 - Appendix – optional
- Receipt dates are March 1, July 1, and November 1. Applications not received by 5 p.m. EST of the receipt date will be held until the next scheduled review.

All EDRN related projects must comply with regulations on research involving human subjects, children, minority groups, gender, animals, recombinant DNA, and hazardous materials. Approvals from relevant committees, including Institutional Review Boards, must be submitted to the NCI EDRN Program Office before funds can be provided.

The application for Category C Members can disregard budgetary documents; however, their applications should explain how the applicant's participation at meetings contributes to the mission of the EDRN.

The EDRN Review Group evaluates funding applications, while the Executive Committee performs accelerated review of applications that do not seek funds